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SBA

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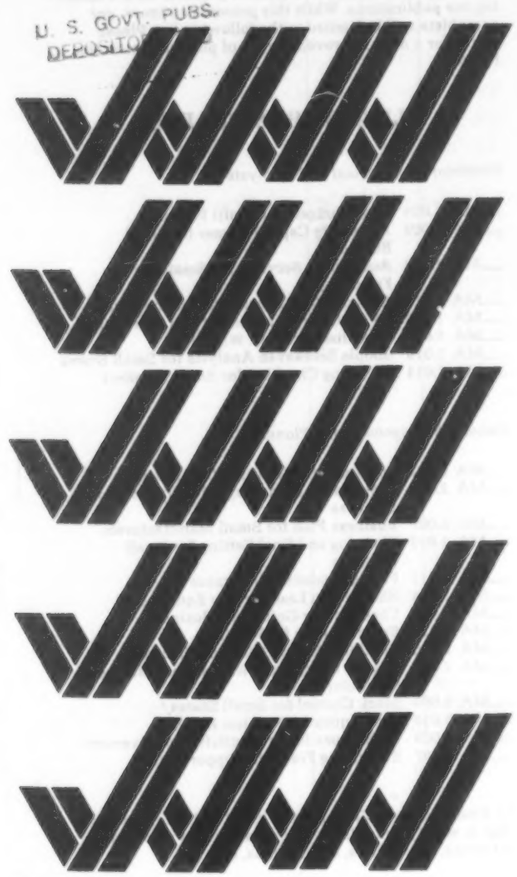

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SBA Business Development Pamphlets

IMPROVEMENT IS ON THE WAY

With help from many private sector persons, we are updating our publications. While this process continues, our pamphlets will be limited to the following list. Please watch for a new, improved library of publications in the future.

LIST OF PAMPHLETS

Financial Management and Analysis

___MA 1.004 Basic Budgets for Profit Planning
___MA 1.009 A Venture Capital Primer for Small Business
___MA 1.010 Accounting Services for Small Service Firms
___MA 1.011 Analyze Your Records to Reduce Costs
___MA 1.016 Sound Cash Management and Borrowing
___MA 1.018 Checklist for Profit Watching
___MA 1.019 Simple Breakeven Analysis for Small Stores
___MA 4.013 A Pricing Checklist for Small Retailers

General Management and Planning

___MA 2.002 Locating or Relocating Your Business
___MA 2.004 Problems in Managing a Family-Owned Business
___MA 2.007 Business Plan for Small Manufacturers
___MA 2.010 Planning and Goal Setting for Small Business
___MA 2.011 Fixing Production Mistakes
___MA 2.014 Should You Lease or Buy Equipment?
___MA 2.016 Checklist for Going Into Business
___MA 2.020 Business Plan for Retailers
___MA 2.025 Thinking About Going Into Business
___MA 2.027 How to Get Started with a Small Business Computer
___MA 3.005 Stock Control for Small Stores
___MA 3.010 Techniques for Problem Solving
___MA 5.009 Techniques for Productivity Improvement
___MA 7.007 Evaluating Franchise Opportunities

Crime Prevention

___MA 3.006 Reducing Shoplifting Losses
___MA 5.005 Preventing Employee Pilferage

Marketing

___MA 4.002 Creative Selling: The Competitive Edge
___MA 4.005 Is the Independent Sales Agent for You?
___MA 4.012 Marketing Checklist for Small Retailers
___MA 4.015 Advertising Guidelines for Small Retail Firms
___MA 4.018 Plan Your Advertising Budget
___MA 4.019 Learning about Your Market
___MA 7.003 Market Overseas with U.S. Government Help

Personnel Management

___MA 5.001 Checklist for Developing a Training Program
___MA 5.007 Staffing Your Store
___MA 5.008 Managing Employee Benefits

New Products/Ideas/Inventions

___MA 2.013 Can You Make Money with Your Idea or Invention?
___MA 6.005 Introduction to Patents
___SBIR-T1 Proposal Preparation for Small Business Innovation Research

Miscellaneous

___SBB 2 Home Businesses*
___MA 5 Women's Handbook

*A *Small Business Bibliography (SBB)* includes some text, but is mainly an in-depth bibliography on a whole range of books, newsletters, associations, etc.

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June 1986
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